

# NN/ LM

## ESSENTIAL DOCLINE: A REVIEW

### SYSTEM REVIEW

#### AUTOMATIC ROUTING

- The DOCLINE system is optimal when requesting journal articles.
- You select libraries to place in your Routing Table.
- When you input a request using a NLM UI (NLM Unique Identifier) or PMID (PubMed Identifier), the system checks the SERHOLD holdings of the libraries in your Routing Table, cell by cell, to see which have stated they own the document requested.
- The system uses an algorithm that allows for load balancing so no one library will be overburdened by requests.
- Requests using a MEDLINE UI or PMID check for libraries that own the volume and year of the requested journal title.
- Requests using a NLM UI for a serial title, only check to see if the library owns the title. The system cannot check if they own the requested volume and year at this level.

#### M/A/N MAP ROUTING

- M/A/N Map stands for Monograph/Audiovisual/Non-NLM Serial Map.
- M/A/N requests are only sent to the four selected libraries and then to NLM.
- M/A/N requests do not automatically route because no holdings records are available in the DOCLINE system.

#### TIME-TRIGGERED ACTIONS

- These are actions the DOCLINE system takes after a certain time is past so the requests will route in a timely manner.
- The lender must Receipt requests within one working day.
- NLM counts working days as Monday through Friday.
- The day the request is entered into the system is Day 0 so the lender has until midnight the following day to receipt the request (Day 1).
- Requests must be updated in Lend within three working days.
- Day 0 is the day of receipt.
- A warning message will be seen on the Welcome Screen on the second working day.
- Loansome Doc requests that are not updated will disappear after 30 days.